



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

**MINUTES OF THE MEETING OF ROTHERFIELD PARISH COUNCIL  
HELD ON TUESDAY 7<sup>TH</sup> NOVEMBER 2019 AT 19:30  
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL TN6 3LX**

**COUNCILLORS PRESENT**

Cllr. A. Martin (Chair)	Cllr. T. Gilbert	Cllr. J. Richardson
Cllr. J. Kitchenham (Vice Chair)	Cllr. A. Hardy	Cllr. N. Wickenden
Cllr. J. Cahan	Cllr. R. Harris	Cllr. G. Watson-Smith
Cllr. G. Farmer	Cllr. L. Henrick	

**ALSO PRESENT**

Trevor Thorpe, Parish Clerk, one Parishioner and the candidate for co-option to the Council.

**ABSENT**

None

**1. TO RECEIVE THE FOLLOWING: -**

**a) Apologies for absence (LGA 1972 s85)**

None.

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

None declared. Chair reminded those present that they should declare an interest if they became aware of one at any point in the meeting.

**c) To resolve that the Minutes of the meeting of the Highways Lighting and Transport Committee held on 12<sup>th</sup> September 2017 be taken as read, confirmed as a correct record and signed by the Chair.**

Copies had been circulated to the Councillors and it was **RESOLVED** that they be adopted. The Chair signed the minutes.

**d) Update regarding matters arising and action items from previous meetings.**

From 23rd May 2017 meeting of this Committee: -

**Footpath 22b and Bridleway 24e. Consider issues raised at the Annual Parish Meeting regarding these Parish rights of way.**

Unless further issues are raised regarding the items can now be closed.

From 25th July 2017 meeting of this Committee: -

**Response to concerns raised at surface and stile conditions on Bridleway 78a/78b and footpath 36 running from end of Bletchinglye Lane.**

**ACTION** for **CLERK** to investigate and seek update from the ESCC RoW team.

From 12th September 2017 meeting of this Committee: -

**Parish Parking issues: -**

**i. Agree arrangements for parking warning notices to be placed on vehicles parked illegally and/or obstructing the pavement.**

Item features on the forthcoming C & S M Committee meeting agenda to agree final wording and arrangements for this.

**ii. Agree approach to encourage Sussex Police to exercise their duties/powers to enforce parking restrictions.**

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Item on this agenda.

- a) **Condition of Rotherfield footpath 31a – “St Chéron Twitten” and weedkilling spraying alongside this path.**  
Item on this agenda.
- b) **Update regarding proposed installation of CCTV on the King’s Arms to monitor vehicle strikes.**  
Item on this agenda re: installation of CCTV in Village centre.
- c) **Update regarding proposed installation of dropped kerb opposite the King’s Arms.**  
Cllr. Martin is to discuss this with Cllr. Hiles.
- d) **Request that Parish Council consider installation of bus shelter(s) at the Eridge Station stops.**  
Item on this agenda.
- e) **2017 Christmas Lights in Rotherfield Village. Consider quote from contractor in respect of this project and agree arrangements for involvement of the Bonfire Society in managing the project.**  
Trees ordered and paid for, contractors have already undertaken preliminary work. Installation is to take place on November 13<sup>th</sup>. Licence has been received from East Sussex Highways for the project and their contribution toward admin. costs of £20 paid. Bonfire society are dealing with Christmas tree delivery on the 12<sup>th</sup> November.

e) **Committee financial report and agreement of any actions required.**

Details circulated to Councillors. All the categories for this Committee’s budget are within their limits. Clerk is to provide detail of individual items under various categories for which queries were raised.

2. **RECEIVE INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING ITEMS**

a) **Consider candidate for co-option to fill the current Councillor vacancy in Rotherfield Ward.**

Cllr. Robert Harris, Council Chair, took the Chair for this item. The candidate, Nicola Glyn presented information to the Councillors regarding her wish to fill this vacancy and serve the Community. Public were then excluded from the meeting whilst the application was discussed. A vote was taken at which 10 councillors voted in favour of her appointment with Cllr. Richardson abstaining. Cllr. Glynn was welcomed to the Council and she completed and signed her declaration of acceptance of office which was witnessed by the Clerk. **ACTION** for **CLERK** to forward this to WDC, update our records and provide Cllr. Glynn with information regarding the Council’s committees.

b) **Agree the Highways, Lighting and Transport Committee budgets, projects and precept requirement for 2018-19.**

It was **RESOLVED** that this be dealt with as the last item on the agenda. Details of current budget were circulated in advance of the meeting and, after discussion, the following was **RESOLVED**: -

- i. Budget figures for 2018/19 were agreed and may be found on the supplement to these minutes.
- ii. Account code 4203 Village Gateway Mark Cross be retitled as Mark Cross Projects
- iii. New Account code be added under “Capital Projects – Highways” Centre with title of “Roadside seats”.
- iv. Account code 4395 Police Transport and Support be removed.

c) **Consider response to concerns raised regarding safety of the B2100 “Mayfield Turn” junction.**

Recent incident has promoted much comment on social media regarding the perceived danger of this junction. Clerk reported that accident data for the past 18 years had been obtained via the “Crashmap” website. This discloses that from 1999 to June this year there

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were three, two - vehicle collisions at the junction on 23/12/07, 12/7/2009 and 17/11/2010; each resulted in one slight injury.

**RESOLVED** the following: -

- i. Street sweeper be requested to clean the junction warning signs if safe to do so.
- ii. Ask Will Clark to cut back the hedge on the approach to the junction from the Village direction.
- iii. Add item to agenda of the January SLR meeting with East Sussex highways to discuss improvements to the junction.
- iv. Update social medial with this information.

**CLERK to ACTION.**

**d) Vehicle strikes on properties in the Village centre. Update on recent incidents and progress with introduction of enforceable ban on long vehicles passing through the Village.**

Clerk reported that he had written to Tesco regarding an incident with one of their trailer lorries using the B2100 past the Kings Arms at 0900 of Monday 23<sup>rd</sup> October; this had caused much disruption. The Transport Compliance and Standards Manager for Tesco Plc had rung a week later to offer his profuse apologies and advised that contrary to driver's comments at the time, had been instructed not to use this route and that a reminder would be issued. Clerk was also able to inform him of the 29<sup>th</sup> October incident caused by an "Arla Dairy" lorry presumed to delivering to Tesco at Jarvis Brook. Photos have been sent to him showing the damage caused.

ESCC advise that the installation of the previously agreed signage is still scheduled for November to enable implementation of an enforceable limit on vehicles of 10m and over.

**CLERK** to monitor and report progress with this.

**CLERK** to contact the King's Arms to check that they been able to progress with a claim for the damage caused by the 29<sup>th</sup> October incident; also request that they arrange for the removal of the debris still next to the highway.

**e) Receive Feasibility Study report from ESCC regarding speed limit reduction and traffic calming/awareness measures in Rotherfield Village centre.**

This item was dealt with as first item in section 2 of the Agenda as a Parishioner was present regarding this item. Clerk reported that this is still "work in progress" due to its wide range and the need for the study to be reviewed by ESCC before final publication. New target date for completion is the 30<sup>th</sup> November PCM.

**f) Parking Issues.**

**i. Consider response from PCC regarding concerns raised re: lack of enforcement of parking restrictions, and further action from Parish Council.**

Email response from the PCC's Office has been circulated to Councillors. Clerk drew attention to the "may not be utilised, copied or transmitted to third parties..." clause in the response. Committee **RESOLVED** that the text of the response be published on Council's website and social media, also invitation to the Commissioner to attend a Council meeting at which this matter could be discussed. **CLERK** to action.

**ii. Agree details of proposals for improvement of parking area, subject to ESCC licence, opposite Highgate Flats.**

Highways would like clarification of the following points before they will licence this area to the Parish Council.

- How much of the highway land it is intended to use;
- How many parking bays is it hoped to create;
- How is the bank to be tidied?
- How are we to encouraging the use – signage advertising etc?
- Detailed plan of your proposals would also be welcome together with any other information considered helpful.

**RESOLVED** that feasibility study to be undertaken by Cllrs. Martin and Harris and that the findings, recommendations and outline costings be presented to the next meeting of this Committee.

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**g) Recommendations regarding new/reworded signage in the parking areas at Mark Cross.**

Cllr. Martin recommended that the parking area opposite the Church should be designated as for drop off only, and that staff of the nursery and school be encouraged to park on the Millennium Green. Concerns were raised that this would mean that parents and children would then need to cross the road. Clerk reported that the School had emailed to thank the Council for the newly installed lining on the Mark Cross parking areas; this had improved the parking situation.

**RESOLVED** the following: -

- i. Cllr. Henrick raise this issue with the Head of Mark Cross School to discuss the impact of the proposal to limit this location to "drop off and pick up" only.
- ii. Parking notices be temporarily removed and impact on the parking situation monitored.
- iii. **CLERK** to add item to November Council meeting to agree further action.

Clerk to circulate Highways response re: suggestion for school "zig zag" markings in Station Road Rotherfield.

**h) Report regarding cost and feasibility of installing CCTV in Rotherfield Village centre.**

Cllr. Martin gave his recommendations for installing this in the Village and possible sites for cameras and the recording device. The devices could be of use in monitoring anti-social activity and larger vehicles passing through the village.

**RESOLVED** that Cllrs. Martin and Harris research this further and provide more detailed information regarding cost, and any constraints due to listed buildings/Conservation Area, for consideration at a future meeting.

**i) Rotherfield footpath 31a – "St Chéron Twitten". Consider response from ESCC regarding possible contribution toward repair work.**

The ESCC Rights of Way team do not consider that the degraded wooden edging to this path to be a high risk; if the Parish Council wished to fund repairing this ESCC may consider an approach for a contribution toward the cost.

It was **RESOLVED** to monitor the area and act if the condition deteriorated further.

Clerk reported that a Parishioner had reported a recent fall incident on a path in this area; they have been requested to provide more information regarding the precise location so that, if necessary, it can be reported to the Rights of Way team.

**j) Bus shelter(s) at the Eridge Station stops.**

Request to provide shelter (s) has been received and Sussex Community Rail Partnership (SCRIP) have assisted in trying to determine how many users the stops have. So far only two potential uses have come forward. **RESOLVED** to review in six months to see if any further responses have come forth, **CLERK** to advise the SCRIP.

**k) Report from Cllr. Henrick regarding the High Weald Councils Aviation Action Group (HWCAAG).**

Cllr. Henrick reported that the Group have a visit to Gatwick Airport on November 21<sup>st</sup> and that she will report information gathered.

**3. URGENT ITEMS TO BE CONSIDERED ON BEHALF OF OTHER COMMITTEES**

None.

**4. RECEIVE DATE OF NEXT MEETING OF THIS COMMITTEE.**

Dates for 2018 are still to be arranged.

**5. REPORT DETAILS OF ITEMS AND ISSUES FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA**

- 30mph roundel on post next to Highgate Flats to be reported to Highways as it has become "rotated" and no longer faces the traffic.

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- Next Strengthening Local Relationships meeting with East Sussex Highways provisionally scheduled for Wednesday January 17<sup>th</sup>, 2018. Agenda items to Clerk please.
- Mark Cross. Advertising and other signs have been dumped on the grass area, Street Sweeper to be asked to remove.
- **CLERK** to bring the two “tablets” to the next meeting so that they may be reallocated to Councillors.
- Cllr. Gilbert reported that three moles had been caught in the Rec.
- Highgate Flats. Debris from tree cutting has been left on the kerb here, **CLERK** to investigate/report to WDC.
- Town Row Green. Concerns have been raised with Cllr. Wickenden regarding the untidy condition of this area and the increasing amount of agricultural equipment appearing on it. **CLERK** to investigate and report at future meeting.
- Hazardous trees in Church Road to be reported to ESCC Highways for inspection/action. **CLERK** to note.
- Concerns raised regarding hedges overgrowing the pavement in North Street. Cllr. Martin to visit properties affected and request that these be cut back.

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

**6. PUBLIC FORUM**

None.

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

Draft minutes subject to confirmation and adoption as a public record