

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

MINUTES OF THE MAY MEETING OF THE PARISH COUNCIL HELD AT 19:30 ON THURSDAY 26TH MAY 2011 AT ERIDGE VILLAGE HALL

COUNCILLORS PRESENT

Cllr. L. Pike (Chair)
Cllr. N. Bolton (Vice Chair)
Cllr. Mrs P. Halse Adamson
Cllr. C. Dennison

Cllr. C. Clibbens
Cllr. R. Harris
Cllr. R. Jaques
Cllr. J. Padfield

Cllr. D. Thomas
Cllr. Mrs. A. Watson
Cllr. N. Wickenden

ALSO PRESENT. 3 members of the public, 2 candidates for co-option to the Council, Cllr. R. Tidy (ESCC), Cllr. F. Whetstone (ESCC) and Cllr. H. Merriman(WDC).

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

Apologies were received and accepted for Cllr. C. Prince and PcsO Matt Boyle.

2. TO RECEIVE DECLARATIONS OF INTEREST.

None.

3. TO RECEIVE DISTRICT AND COUNTY COUNCILLORS REPORTS.

Cllr. Tidy (ESCC) reported the following:-

- The recent annual meeting of the Council had seen many changes. Cllr. C. Dowling (Framfield and Blackboys) is now Chair with Cllr. M. Lock as Vice-chair. 3 members who are not seeking re-election in 2013, including Cllr. Tidy, have stood down from the Cabinet.
- There has been a fairer distribution of funds from Central Government with £30m being granted, not loaned, over the next 2 years for capital projects. A meeting is to be held with the Minister for Culture in the hope that funding will be given for a Super Broadband project in the County.
- It is hoped to improve academic standards in schools that are the currently the poorest achieving.
- Some schools will be clustered and encouraged to employ teachers to lead improvements throughout the group.
- A meeting was held today with Sussex Police. They are facing a £52m reduction in funding, £46m of savings have already been identified. Their prime focus is to ensure that front line public services are not affected. A recruitment and promotion freeze is in place, it is recognised that this may affect morale. In view of this plans are being brought forward to give early retirement to those with 30 years service and entitled to a full pension, there being no mechanism in law for making police redundant.
- The two police districts in West Sussex are to be combined.
- There has been increasing use of online reporting of crimes and other ways of reducing paperwork are being sought to lower their impact on police time.
- Despite these changes there were still around 4000 less victims of crime in East Sussex last year and they are determined to continue this trend.

A question was posed regarding the 300 staff already shed by the Police this year and the further 250 staff to be made redundant – what have they all been doing? It was thought that they had been part of the “inspecting and reported to the centre” culture that had grown up over a period of time.

Cllr. F. Whetstone (ESCC) reported the following:-

- The seemingly perennial issue of Eridge Station parking continues with a letter sent to him by Charles Hendry MP. The issue has been raised by him with the leader of the Council who it is hoped will take up the issue. The challenge still exists of finding a suitable area for additional parking.

Cllr. J. Padfield (WDC) reported the following:-

- At the annual meeting of WDC Cllr. Mrs. J. Fox was elected Chair of the Council with Cllr. Dr. B. Redman as Vice Chair. Cllr. Huw Merriman is now Chair of the Internal and Audit Scrutiny Committee and there are now 6 Cabinet members.

Cllr. H. Merriman (WDC) reported the following:-

- A meeting was recently held with neighbours of the proposed Town Row affordable housing site and concerns raised that the site does not “tick all the boxes” as to suitability and location.

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Page 1 of 4

Parish Council Meeting Minutes 26th May 2011

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- WDC should be adopting a partnership approach to the development between themselves, the Parish Council and Ward Member and properly considering the alternative sites that have been identified.
 - He is to attend the forthcoming Parish Council Planning Committee meeting at which the matter is to be discussed.
- 4. TO RECEIVE POLICE COMMUNITY SUPPORT OFFICERS REPORT**
The Clerk delivered the following on behalf of the PcsO.
- Conifer tree stolen from a driveway in Church Road Rotherfield sometime over the night of 24/25 May.
 - Ticket issued for vehicle parked on pavement outside old butchers shop in Rotherfield.
 - Three tickets issued at Eridge Station for causing an obstruction on the highway.
- 5. TO RECEIVE MINUTES OF ANNUAL COUNCIL MEETING HELD 17th MAY 2011 & MATTERS ARISING.** It was RESOLVED that there were no other matters arising and that they be adopted. The Chairman signed the minutes.
- 6. TO CONSIDER THE FOLLOWING AGENDA ITEMS**
- a) Co-option of new Councillor to fill the vacancy in Rotherfield ward.**
The two candidates were present at the meeting and after discussion and a vote Mark Hall was co-opted to the vacancy in Rotherfield Ward. The meeting was briefly adjourned whilst the acceptance of office form was completed and Cllr. Hall was welcomed on to the Council.
 - b) Update to signatories on the Council's bank accounts.**
As bank appear incapable of co-operating in requests to allow Clerk to be authorised to receive information on the account or arrange inter – account transfers it is recommended that he is added as a signatory to the account to enable this. RESOLVED that Clerk be made a signatory on the accounts and bank mandate amended so that the current Chair and Vice Chairs of Council and Committees be made signatories. CLERK to obtain relevant forms from Bank to enable this.
 - c) Internal Auditor's report.**
Copy circulated in advance of meeting. Clerk will deal with the items raised in this.
 - d) Adoption and signature of Annual Return for submission to External Auditors.**
Details of relevant sections have been circulated in advanced of the meeting. After an explanation by the Clerk of the various sections of the document it was RESOLVED that the accounting and annual governance statements be approved and the document was signed on behalf of the Council, CLERK to submit to external auditors.
 - e) Agenda for SLR meeting with East Sussex Highways on June 15th.**
Draft agenda circulated prior to meeting and it was RESOLVED that this be sent to ESCC Highways in preparation of the meeting.
 - f) Measures to enhance awareness of the Parish for tourists.**
It was RESOLVED that Cllrs. Dennison, Clibbens and Watson should form this sub committee, CLERK to establish who deals with tourism matters on Wadhurst and Frant PC's.
 - g) Review insurance cover details.**
Renewal received and sums covered appear adequate and summarised for Councillors. It was RESOLVED that the following additions be made to the policy:-
 - 2 Bollards in South Street by Chapel, these on an "impact only" basis.
 - New fingerpost at Nap Wood on A267 to be insured for £900 on an "impact only" basis.
 - Free standing Parish noticeboard at Mark Cross to be insured for £900 on an "impact only" basis.
 - The 5 free standing footpath map boards to be insured for £600 each on an "impact only" basis.CLERK to action and also note to obtain additional quotes in advance of renewal next year.
 - h) Recommendations of the remuneration Committee regarding Clerk's salary.**
The Salary sub committee suggested that Clerk's salary be increased to Scale Point 25 of the Local Council Clerk's National Salary Award and it was RESOLVED that this be approved, CLERK to arrange letter to formalise this.
 - i) Action regarding illegal and dangerous parking in the Village.**
Details of a vehicle persistently parking illegally on the double yellow lines outside the Institute have been passed to the PcsO who has spoken with owner and advised that ticket will be issued

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Page 2 of 4

Parish Council Meeting Minutes 26th May 2011

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should this persist. It is understood that two vehicles have struck the new bollard by Kennedy's due to the restricted turning space caused by vehicles parked here. A vehicle parked on the pavement opposite the Catts' Inn has been ticketed.

j) Information from Freedom Leisure regarding "Active Play" sessions and costs.

Now that lottery funding has ceased this project is continuing but with the cost of sessions now being charged, this in addition to any hall hire costs. Cost of a 2-hour session is in the region of £60, £200 budgeted for under section 137 expenditure. RESOLVED that CLERK investigate availability of the Hall and Active Play for 3 sessions to be held during the summer months.

k) Any correspondence containing invitations or requesting a response.

- Consultation regarding Heathrow Airport noise mitigation schemes. RESOLVED that no response required to this.

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

- 24th May – Recreation and Burial Committee.
- 17th May – Planning and Building Committee.

It was RESOLVED that these minutes be adopted and that there were no matters arising.

8. TO RECEIVE REPORTS FROM THE FOLLOWING

- **Other committees and sub-committees.** None.
- **Meetings attended on behalf of the Parish Council.**

Cllr. Harris had attended the AGM of the Millennium Green Trust at which the support of the Council and Clerk had been complimented.

- **Clerk's report, issues and updates on work in progress.** None.

9. TO RECEIVE THE FOLLOWING FINANCIAL INFORMATION

- Bank Reconciliation as at end of April 2011. The RFO presented the figures, which were agreed and signed by the Chairman.
- Review of Expenditure against Budget to end April 2011. The RFO provided the summary figures to Councillors and relevant detailed figures to the Committee Chairmen.
- Approval of Payments. After explanation it was agreed that the following payments be made:-

PAYMENTS

CHEQUE NO	CHEQUE PAYABLE	DETAILS	AMOUNT
801257	Trevor Thorpe	Clerk's salary for May	£888.07
801258	H.M.R.C.	Tax and N.I. for May	£187.31
801259	Trevor Thorpe	Clerk's expenses for May	£104.98
801260	Jim Gander	Street sweeping for May	£110.68
801261	Tollwood Garden Services	Grass cutting for May	£1,198.80
801262	E.S.C.C	Part night conversion and low energy bulbs - Hornshurst Road and New Road	£921.23
801263	E.S.C.C	Replacement of column 29 at Mark Cross	£1,569.08
801264	Rotherfield Sports Club	Grass cutting of playing surfaces April and May	£600.00
801265	Rotherfield Football Club	Contribution toward annual pitch maintenance	£1,000.00
801266	Rotherfield Twinning Association	Contribution toward Twinning 25th Anniversary	£75.00
801267	Suffolk ACRES Service	Annual insurance renewal	£1,291.16
801268	Gwen Pritchitt	Final internal audit visit for 2010/11	£188.00
801269	Konica Minolta	March - May copying fees	£19.34
Total			£8,153.65

CREDITS

PAYMENT FROM	DETAILS	AMOUNT
Rotherfield Millennium Green Trust	Contribution toward dog bin emptying	£28.93
Total		£28.93

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Page 3 of 4

Parish Council Meeting Minutes 26th May 2011

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10. TO RECEIVE CORRESPONDENCE

- **General**
 - **Rotherfield St Martin.** Change of address and advice of “open morning” 14th June 10:00-12:00.
 - **ESCC.** Focus on East Sussex annual monitor.
- **Circulars and magazines**
 - **Health Scrutiny in East Sussex** – May 2011 newsletter.
 - **Saint-Chéron en Bref.** No. 274.
 - **Hospice in the Weald.** Newsletter Spring 2011.
 - **CPRE** – Countryside Voice Spring 2011.
 - **Clerks and Councils Direct** – May 2011.
- **The Clerk Magazine** – May 2011.

11. TO RECEIVE INSPECTION BOOK & REPORTS

These were presented to the Chair for signature.

12. DATES FOR FORTHCOMING MEETINGS.

- Tuesday June 7th – Planning and Building Committee.
- Tuesday June 21st – Highways Lighting and Transport.
- Tuesday June 28th – Planning and Building.
- Thursday June 30th – June Parish Council Meeting.

All of these meetings are to be held in Rotherfield Village Hall starting at 19:30. In addition there is a Strengthening Local Relationships meeting with representatives of ESCC Highways Department scheduled for Wednesday June 15th at 14:00 in the Village Hall.

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

- Issues regarding fireworks being set off on the Royal Wedding bank holiday had been advised to the Clerk and had been passed on to Sussex Police to deal with.
- Grass has now been cut at the Castle Hill triangle.
- Dislodged wooden post now replaced in the Recreation Ground.
- Clerk to enquire of Tony Moaby re: repairs to damage in Chant Lane caused by Ocado van.
- Details of Planning Training sessions from WDC were advised to the Councillors.
- CLERK to check minutes to see what the position is regarding the bench frame stored by the Clubhouse, this to establish if Council or Sports Club are to reinstall it in the Rec.
- CLERK to bring camera to June meeting for Councillors who would like photo i.d. tags produced for them.
- CLERK to enquire of ESCC why verge at Town Row by Christmas Cottage is not now cut by their contractors.
- CLERK to request ESCC that grass verge be cut in Fp31a between New Road and Kings Arms.
- Cllr. Clibbens expressed his personal concerns at the recent new Vice Chair appointments and the lack of Council experience of the new post holders.

The Chairman declared the formal business of the meeting closed at 21:30.

14. PUBLIC FORUM.

- A Parishioner questioned the need for two meetings a year to be held at Eridge as no Parishioners from there ever attended and the Hall acoustics were poor. This will be reviewed for next year’s meetings.

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