

# 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 ROTHERFIELD PARISH COUNCIL HELD ON THURSDAY 27<sup>TH</sup> OCTOBER 2011 AT 19:30 IN ERIDGE VILLAGE HALL.

### COUNCILLORS PRESENT

Cllr. L. Pike (Chair)	Cllr. C. Dennison	Cllr. J. Padfield
Cllr. Miss N. Bolton (Vice Chair)	Cllr. M. Hall	Cllr. D. Thomas
Cllr. Mrs P. Halse Adamson	Cllr. R. Harris	Cllr. Mrs. A. Watson
Cllr. C. Clibbens	Cllr. R. Jaques	Cllr. N. Wickenden

### ALSO PRESENT.

- The Parish Clerk, Trevor Thorpe.
- Cllr. R. Tidy (ESCC), Cllr. F. Whetstone (ESCC), PcsO Matt Boyle and four members of the public.

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

An apology was tendered and accepted on behalf of Cllr. Prince.

### 2. TO RECEIVE DECLARATIONS OF INTEREST.

None.

### 3. TO RECEIVE DISTRICT AND COUNTY COUNCILLORS REPORTS.

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

- WDC are bidding for £175K of funding from the Energy Saving Trust so that 25 Council owned properties might receive upgrading to insulation and heating. Similar work on properties at Bells Yew Green had achieved energy savings of up to 30% and it is hoped that this would encourage others to improve their home's energy saving capabilities.
- Government are planning to scrap the need for music licenses for Village Halls, this would reduce their costs.
- The revised Waste and Mineral Plan for the County shows no landraise sites in the Wealden District.
- There are no plans to change the frequency of waste collections.
- The Governments are increasing the relief level for Business Rates; this will aid many small businesses.
- The WDC Community Grants programme is operating again for grants of £1K - £3K for local groups.
- WDC hope that their Core Strategy will be approved before the Localism Bill is enacted; this will give enhanced protection against over development particularly in the lower Weald area.
- The Uckfield Rail Line Parishes Group has sent their thanks via Cllr. Padfield for the donation toward their running costs from the Parish Council.

#### Cllr. Tidy (ESCC) reported the following:-

- The revised Waste and Mineral Plan for the County has avoided the use of the Wealden area for landraise waste sites. The challenge is now to use waste that is difficult to dispose of as a potential asset.
- County have concluded there is no alternative to closing Hookstead at Crowborough. It is relatively small with 32 beds and does not meet modern standards as achieved by other homes in the area. It is to close in January and arrangements will be made to cater for the residents and day users to receive care elsewhere.
- The first week of November is adoption week and a day seminar is to be held on the 5<sup>th</sup> for those considering adoption/fostering. East Sussex currently has 600 children in care.

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- The proposed winter closure of Chant Lane is to be taken forward by ESCC; the meeting thanked Cllr. Tidy for his efforts in supporting this.
- Sussex Police are holding an information day tomorrow with much of their work being covered on Twitter and via live camera feeds.

#### **Cllr. Whetstone (ESCC) reported the following:-**

- Between 20 and 30 children are adopted each year in East Sussex, mainly residents of the coast area.
- A question was asked regarding the cost and availability of alternative accommodation for those affected by the closure of "Hookstead". The cost of care in private accommodation is less than the cost of accommodation in County run homes.
- Broadband improvement work, supported by £10m of Government funding and additional County funding, will begin in 2012.
- The Government support for those Councils keeping their Council Tax increases to under 2.5% is to continue next year although it will not roll over to the following year.

#### **4. TO RECEIVE POLICE COMMUNITY SUPPORT OFFICERS REPORT.**

##### **The following crimes were reported for the month:-**

- 02/10 Damage to village hall following carnival, fire extinguishers let off and one stolen. Nothing for Scene of Crime officer, house to house enquiries completed in area.
- 03/10 Metal gate stolen from Boars Head Road end of Limekiln Forest.
- 16/10 Tax disc stolen from car from Church Road over 3 to 4 days, windows on car are left open unsure what location it was stolen from
- 20/10 Telephone kiosk outside primary school attempted break in, damage caused but no entry gained inside.
- 21/10 Theft £20 of charity money stolen from St Denys church, no CCTV or forensics.
- 25/10 Theft of a wood burner from allotments on Hadlow Down Road.

Concerns were expressed that vehicles are parking in the one hour restricted spaces without any action being taken; details of vehicles noted should be reported to the PcsO.

It was considered that the results of the recent Crime Survey could have been fed back in a more easily readable format.

#### **5. TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON SEPTEMBER 29<sup>TH</sup> AND MATTERS ARISING.**

It was RESOLVED that there were no matters arising and that the minutes be adopted. The Chairman signed the minutes.

#### **6. TO CONSIDER THE FOLLOWING AGENDA ITEMS.**

##### **a) Selection of tender for supply and installation of replacement bus shelter at Mark Cross.**

ESCC have issued the licence for the amended design. 4 Invitations to tender were issued, 3 responses received. The responses were opened at the meeting and brief details given, CLERK to add to agenda of forthcoming Highways Committee meeting for final decision and provide copies of the quotes for the Councillors, also obtain information regarding the type of oak framing used by the cheapest quote.

##### **b) Further action regarding study into provision of a footpath/cycleway from Jarvis Brook to Rotherfield.**

Information still awaited from ESCC regarding this, they are examining the proposal to see if it fits within their policy. CLERK to ensure that this is on the agenda of the 8<sup>th</sup> November Highways meeting.

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- c) **Cash balances and estimated reserves as at end of September and information regarding interest rates on deposits.**  
Details were circulated to Councillors and will be held with the minutes. Clerk proposed to produce this report quarterly and monitor interest rates available.
- d) **Suggested updates and amendments to Contractor cutting list to enable issue of invitations to tender.**  
Recommend tender to go to existing contractors and four others. CLERK to circulate draft invitation to tender letter and revised cut list to Councillors and add to agenda of 8<sup>th</sup> November Highways meeting for consideration.
- e) **Alternative dates for December Parish Council meeting.**  
RESOLVED to reschedule to Thursday 15<sup>th</sup> December or Monday 19<sup>th</sup> should the earlier date be unavailable. CLERK to arrange and ensure that all interested parties are advised.
- f) **Information regarding a response to the Boundary Commission regarding proposed changes to the current Wealden Parliamentary Constituency.**  
CLERK to carry forward to November agenda so that a response may be made prior to the December 5<sup>th</sup> deadline.
- g) **Information regarding the “Power of Well Being” and Councillor training for this.**  
Need 11 trained Cllrs. to be eligible to use this power, currently 3 short. Four Councillors have expressed an interest in attending an evening training session for this organised by Wadhurst PC, CLERK to establish date, time and venue details and advise those interested prior to booking.
- h) **Clerk’s attendance at SALC Networking Day on Monday December 5<sup>th</sup> at Heathfield.**  
Localism Bill is due to be enacted by mid November and this day should have up to date information. RESOLVED that CLERK attend this event at a cost of £47.50.
- i) **Request for use of Scout Hut for Taekwondo sessions for the Pre School**  
Pre School and Scouts are happy for this arrangement to take place once a week as it is popular and benefits the children. It was RESOLVED that the Parish Council consent to this, CLERK to examine licence for the hut and add to agenda of forthcoming Recreation and Burial Committee meeting to discuss terms of licence and other Scout Hut issues.
- j) **Quote for works to benches, car park boundary posts and trees in the Recreation Ground.**  
The Chairman declared a personal interest in this item as he occasionally assists the contractor involved. It was RESOLVED to accept the quote of £478 for repairing and replacing two benches, 6 posts bordering the Recreation Ground and remove some dead branches from the Chestnut Tree approaching the Pre School, CLERK to advise contractor to go ahead. The quote of £700 for work on hedge line by Bowls Club is to be reconsidered in the Spring.
- k) **Confirmation of appointment of Cllr. Harris to the Recreation and Burial Committee and confirmation of appointment of Cllr. Jaques to the Planning and Building Committee.**  
RESOLVED that Cllr. Harris be confirmed as a member of the Recreation and Burial Committee and Cllr. Jaques as a member of the Planning Committee.
- l) **Consider date availability and booking of “Active Play” sessions in the Village Hall.**  
Dates are free at Christmas and February half-term week. Cost £50 plus Hall Hire, previously agreed for Summer holidays but was unable to arrange in time. RESOLVED CLERK to book a date for a session during February half term and check position should bad weather lead to cancellation.

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## m) Correspondence and invitations requesting a response.

- **Parishioner** – letter regarding concerns incidents on Carnival Night. Chairman has spoken to the writer of the letter regarding their concerns and it has been agreed that no further action is required.
- **Mark Cross Inn** – response to letter sent on behalf of Council re: Beer Festival hoardings. Chairman is to speak with the owners of the Inn regarding this.
- **National Energy Action** - Invitation to Health and Housing workshop at Uckfield, 25<sup>th</sup> November.
- **ESCC** – Invitation to join Consumer Report Network. CLERK to pass details on to Rotherfield St Martin, as they may be interested.
- **Rotherfield St Martin** – Invitation to AGM 21<sup>st</sup> November at 14:00hrs in the Village Hall. CLERK to pass details on to RSM of the 3 Councillors who hope to attend.
- **WDC** – Notice of consultation regarding Review of Housing Allocations Policy and invitation to focus group. CLERK to draft a response and add to agenda of November meeting for consideration by Council.

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

- Recreation and Burial Committee 27<sup>th</sup> September 2011.
- Planning and Building Committee 18<sup>th</sup> October 2011.

Concerns were expressed regarding the issues minuted from the 18<sup>th</sup> October Planning meeting relating to Councillor's not being formally appointed to Committee's. CLERK to prepare and circulate a report for Councillor's regarding this, detailing the action proposed to rectify, also seek advice from SALC and the WDC Monitoring Officer.

## 8. TO RECEIVE REPORTS

- **Other committees and sub-committees.**
  - **Tennis Court Proposal**

The proposed site has been inspected and there is space for one full size court and two junior ones. A feasibility report is anticipated at the end of November and an online and paper circular is being prepared for residents of the village regarding the project.
- **Meetings attended on behalf of the Parish Council.**

Cllr Hall has prepared a report regarding the Joint Brighton University/Rotherfield St Martin's forum attended by him. Copies have been circulated to the Councillor's.
- **Clerk's report and issues.**
  - A Parishioner has reported an increase in dog fouling in Rochester Lane.
  - Pre School wish to erect a Sign at entrance to Rec, similar size to our "no dogs" signs.
  - Part night lighting consultation. 107 letters sent to addressees' affected, greater majority of responses so far in favour, some issues have been raised regarding other lighting and highway issues.
  - Knotweed issue on FP37 at Catt's Hill. Apparently emanating from Jameah's land, ESCC have no responsibility to make landowners deal with this and believe that it is an Environment Agency issue. Added to forthcoming Highways meeting agenda to discuss.
  - Satellite dish reported to WDC has now been resited and a Planning Application is to be made for this. Sign removed from listed property in Conservation Area is also being investigated by WDC.
  - Clerk has a supply of footpath leaflets and guidebooks, which will be stored in the Village Hall. Supplies of the latter item are now running low.

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- Draft meetings schedule has been sent to Hall so that they can check availability, will put on agenda of forthcoming meeting for final approval.
- Had meeting recently at RSM to learn their plans and viewed the recently refurbished ground floor of the Institute that they now occupy. Other key information is:-
  - They have 300 members in Parish and surrounding area.
  - Provide many services and support for the physical, mental, social and emotional needs of the elderly.
  - Centre costs approximately £50K pa to run – roughly equivalent to the employment cost of one Senior Social worker. £20K of this is raised by the Charity through various events and activities. Consider that much of the Centre’s work may actually save public money in the longer term and fits with the “Localism” ideal.
  - Their success was recognised at the recent Forum held jointly with Brighton University.
  - Wish to make the “St Martin’s” model more widely known to encourage other Communities to take it up. To this end would like to hold an event at the Village Hall for other Councils and groups to attend, probably in the Spring. They would like PC involvement with this in view of the support they have given.
  - A “Village Fayre” is planned for next year, early July either on a Saturday or Sunday, this with the support of the King’s Arms.
  - ESCC are proposing winter closure of the “country” end of Chant Lane, an item will be on the Highways meeting agenda regarding this.

## 9. TO RECEIVE FINANCE INFORMATION

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

CHEQUE NO	CHEQUE PAYABLE	DETAILS	AMOUNT
801326	Trevor Thorpe	Clerk's salary for October	£955.04
801327	H.M.R.C.	Tax and N.I. for October	£232.28
801328	Trevor Thorpe	Clerk's expenses for October	£135.62
801329	Jim Gander	Street sweeping for October	£105.00
801330	Rotherfield Sports Club	Grass cutting of playing surfaces October	£300.00
801331	Tollwood Garden Services	Grass cutting for October	£1,282.80
801332	JAKK	Repair to Dewlands Hill fingerpost	£54.00
801333	Institute of Cemetery and Crematorium Management	Training Course	£156.00
801334	Rotherfield Village Hall	Hall hire for meetings	£44.20
801335	Teambase	Stationery	£52.44
801336	SALC	I.D. Badges for Councillors	£91.20

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801337	Royal British Legion	Donation toward Poppy Wreaths s137 LGA 1972	£50.00
801339	Wealden District Council	Dog bin emptying July to September	£290.16
801338	ESCC	Repair to lamp column 23 Argos Hill	£90.41
<b>Total</b>			<b>£3,839.15</b>

## CREDITS

PAYMENT FROM	DETAILS	AMOUNT
Santander	Bank interest - September	£58.55
Wealden District Council	Non domestic rate rebate - St Denys' Burial Ground	£59.09
Wealden District Council	Non domestic rate rebate - Parish Cemetery	£47.93
RGR Memorials	Memorial fee - non parishioner	£160.00
<b>Total</b>		<b>£325.57</b>

## 10. TO RECEIVE DETAILS OF INCOMING GENERAL CORRESPONDENCE GENERAL

- ESCC – Notice of impending consultation on the revised Waste and Minerals plan for East Sussex, South Downs and Brighton and Hove.
- Queen's Diamond Jubilee – Information regarding Jubilee Beacons.
- AiRS – Summary Report and accounts for 2010-11 and details of AGM.
- English Rural Housing Association – Annual Report 2011.

## CIRCULARS AND MAGAZINES

- Sussex Area Ramblers – October "Now Open".
- Saint Chéron-en-Bref – No. 278.
- Sussex Police – Wealden District Newsletter.

## 11. TO RECEIVE INSPECTION BOOK & REPORTS.

- These were not brought to the meeting and will be dealt with at the November meeting.

## 12. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

- Planning and Building Committee – Tuesday November 1<sup>st</sup> to include consideration of precept requirements.
- Highways, Lighting and Transport Committee – Tuesday November 8<sup>th</sup> to include consideration of precept requirements.
- Planning and Building Committee – Tuesday November 22<sup>nd</sup> to include consideration of precept requirements.
- Monthly Full Council meeting – Thursday November 24<sup>th</sup>.

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

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

- Footpath warden has received query from a Parishioner regarding responsibilities for repairing stiles and gates on public rights of way. CLERK to investigate details of the Act that confirms that this rests with the landowner.

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- The meeting thanked Cllr. Harris for his work on the Planning Committee during the years he had been a member.
- Concerns raised regarding various street lights in the Parish that are obscured by tree growth. These will be discussed at the forthcoming meeting of the Highways Committee.

The Chairman declared the formal business of the meeting closed at 22:10.

## 14. PUBLIC FORUM.

- A Catt's Hill resident advised that a there was a sunken area of highway there, possibly the aftermath of inadequately reinstated utility repairs. CLERK to investigate and report to ESCC.

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