

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD AT 19:30 ON THURSDAY 22nd JULY 2010 AT ROTHERFIELD VILLAGE HALL

PRESENT

Cllr. L. Pike (Chairman)	Cllr. R. Jaques
Cllr. Mrs P. Halse-Adamson (Vice Chairman)	Cllr. R. Harris
Cllr. J. Bowerman	Cllr. J. Padfield
Cllr. C. Clibbens	Cllr. N. Wickenden
Cllr. D. Clark	Cllr. Mrs. R. Williams

ALSO PRESENT. 2 members of the public and Cllr. F. Whetstone (ESCC).

- 1. APOLOGIES FOR ABSENCE (LGA 1972 s 85).** Apologies were tendered and accepted for Cllr. Miss N. Bolton, Cllr. D. Harman, Cllr. Prince and Cllr. R. Tidy (ESCC).
- 2. DECLARATIONS OF INTEREST.** None.
- 3. POLICE COMMUNITY SUPPORT OFFICERS REPORT.** Not present. PCSO was noted undertaking “speed gun” checks on Tuesday afternoon.
- 4. RECEIVE MINUTES OF PARISH COUNCIL MEETING HELD ON 24th JUNE 2010 AND MATTERS ARISING.** It was AGREED that these minutes be adopted and that there were no matters arising.

5. AGENDA ITEMS

a. Additional items to be added to the Council’s insurance.

It was RESOLVED to make the following additions:-

- Remembrance Wall £5K “all risks”, premium £56.35.
- Flagpole. £600 and badge of office, £330, “all risks”, premium £12.05.
- Playground equipment. Clerk has reviewed value with reference to the original suppliers; current value of existing items is £40K. “Malicious damage” cover premium £127.68.

CLERK to arrange, also investigate whether the Remembrance Wall is covered against subsidence and advise insurers that some of the street lights have been made “part night”.

b. Progress report on Pre School new build and any action required by the Council.

Chairman and Clerk attended progress meeting with Contractors and other interested parties on site Friday 16th July, key points are as follows:-

- Work is on schedule, frame has been erected and roof panels were on site awaiting fitting.
- Fire Brigade have raised concerns regarding access to site, require 3.1m clear alongside hall. If enforced this will require the echelon parking facing pitch to be made into parallel parking with estimated loss of 4 spaces. Concerns expressed on behalf of Council that this had not been foreseen during the design stage of the project and that they would require substitute spaces to be created to replace these. Existing area is to be reviewed to see if there is scope for adding some extra spaces to this.
- An issue of access to sports pitches was raised. Access to cricket pitch at weekends can be easily achieved provided the site fencing is arranged correctly. Currently vehicle access is not possible to lower pitch, Sports Club have requested that this be made available no later than second weekend in September (11th/12th) as vehicle access will be required to lower pitch in case of emergency. Whilst contractors would hope this to be the case they cannot guarantee it. CLERK to advise Sports Club.
- It is suggested that a resolution be considered to formally devolve dealings regarding this development. RESOLVED that Chairman, and Clerk with reference to Chairman, be delegated power to deal on a day to day basis on behalf of the Council with the Contractors and others involved with this project with reference to the terms already agreed in the Pre Lease agreement.

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Email: rotherfieldpc@yahoo.co.uk

Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ 01892 664245

Page 1 of 6

Parish Council Meeting Minutes 22nd July 2010 DRAFT.doc

ROTHERFIELD PARISH COUNCIL

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c. Quote from ESCC Lighting for removal of bracket lamp 49 Station Road and information regarding speed limit reminders at this point.

Quote of £333 plus Vat received for removal of this bracket, price subject to confirmation by contractors for overhead disconnection costs. Highways advise it is unlikely that they would be able to fund/contribute toward reminder totems and road markings. Costs of work would be approximately £150 per pole mounted reminder roundel and £120 per road marking, traffic management costs may also need to be considered. A Traffic Order would be required at estimated cost of £700. However there may be a complication in that modification to the system of advising of speed limit here may affect the legality of the limits elsewhere in the Village. RESOLVED not to progress with the removal. CLERK to seek clarification of the position regarding the Traffic Orders covering limits in the village, also to draft an article for Parish Magazine as it is felt that many do not appreciate the issues and costs attached to bringing in speed reminder measures. Investigation to be made as to costs/formalities involved with funding a speed camera.

d. Quote from ESCC Lighting for repairs to column 29 Mark Cross A267.

Column requires replacing at cost of £976 plus Vat as ESCC confirm that the existing concrete column is not in a condition to enable fitting of a new lantern. Replacement will have "whiter light" source as a new style of lamp will be installed. RESOLVED to accept quote for work and in addition request that column be painted green and have "part night" facility installed. Another similar column has been reported to ESCC as "day burning" at the top of Catt's Hill close to the A267 junction.

e. Information from ESCC Highways regarding request to resite bollard in North Street.

The officer who dealt with this originally has made the following points:-

- If bollard is moved vehicles will probably hit the corner of the building instead.
- There is a drain near the proposed relocation site.
- Understood that the business affected by the bollard had intended welding an extension on to it to make it more visible.
- It has been suggested that an "Impactol" flexible bollard would be less likely to cause vehicle damage. It was stated that ESCC have received two unsuccessful claims from owners of vehicles who drove into the bollard when approaching along North St (presumably at speed) and had to divert into it due to approaching vehicles. If an "Impactol" bollard had been fitted would these vehicles have been at risk of hitting any nearby pedestrians?

With regard to welding an addition to the top of the bollard that fact that it is plastic coated precludes this. RESOLVED, CLERK to investigate whether taller bollards are available to install at this point as it is considered that there would be implications if the bollard was resited and an accident or injury resulted.

f. Correspondence requiring action and/or reply.

- **ESCC** – Invitation to Emergency Planning Conference Thursday November 18th 1800-2100 Eastbourne. Cllr Wickenden indicated that he wishes to attend, CLERK to make arrangements and enquire of Cllr. Prince if he also wishes to partake.
- **East Sussex Fire and Rescue** – AGREED that we wish to continue on an "information only" basis with the reviews undertaken by them.
- **Crowborough Town Council** – Invitation to Chair and guest to attend 11th September Carnival reception. Chair is unable to attend, any other Councillors who wish to represent the Parish please contact Clerk.

g. Appointment of internal auditors for current financial year.

RESOLVED to continue to use the services of Gwen and Tony Pritchitt for this, CLERK to advise them. Clerk mentioned that he considers them most diligent and helpful in this role.

h. Requirements from ESCC for resurfacing of Mark Cross car park and further action.

Have chased ESCC for terms under which Parish may arrange this work and obtain 50% contribution from County. ESCC have visited the site but still need to work out cost based on their term contractor's rate before they can let us know on what basis we may proceed. CLERK to carry forward to August agenda.

ROTHERFIELD PARISH COUNCIL

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i. Action regarding Japanese Knotweed in St Denys' Burial Ground.

Small area of this plant advised to us by the owner of an adjoining property, has raised this before in August 2007 and is concerned that this reoccurring growth will spread to their garden. Clerk has investigated this pervasive plant which is covered by legislation part of which makes it an offence to allow it to spread. Any waste must be disposed to a licensed landfill site or dried and burned on site. Cutting can actually exacerbate the situation as it is very easily spread, it is suggested that area is marked by wire netting to avoid this and grass cutting contractors advised. At suggestion of ESCC Highways have spoken to a company used by them to deal with this issue and also undertake work for other Councils and rail companies. They have provided some information regarding the issue, RESOLVED to request them to inspect area concerned and provide report on best way of dealing with growth with a view to eliminating, CLERK to action.

j. Information regarding Model Standing Orders from NALC and further action.

RESOLVED CLERK to produce draft set based on sections relevant to smaller councils and present to Councillors to consider.

k. Clerk's Annual Review.

Clerk advised that he has now completed 6 of the modules. RESOLVED to increase weekly hours to 23 this to allow more time for studies, CLERK to deal with formalities for this. Councillors expressed their satisfaction with Clerk's efforts on behalf of the Parish.

l. Information regarding "Wealdlink" bus service serving the Parish and ways of raising the profile.

Unfortunately no Parishioners have registered to use this, St Martin's Project are aware of the service.

6. RECEIVE MINUTES OF COMMITTEE MEETINGS & MATTERS ARISING.

- Planning and Building Committee 29th June and 20th July.

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

7. REPORTS

- **Other committees and sub-committees.** None.
- **District and County Councillors.**

Cllr Whetstone (ESCC) reported the following:-

- ESCC have been making "efficiency savings" for the past 8 years and it is difficult to visualise any further savings from this approach.
- £8.5m has been cut by Government from this years funding. Children's Services (this excludes school funding) face reduction of £2.5m, Transport and Environment (T & E) £2m although this does not affect the £8.5m already borrowed to deal with highway maintenance.
- The discretionary funding of transport for pupils attending denominational schools is to cease.
- T & E will face cuts to integrated transport schemes and road safety work. With the latter it is considered that most of the "high impact" have been identified and dealt with.
- Departments have been to plan for 30% reductions in budgets over the life of this Parliament.
- Council must concentrate on doing what it has to do as well as possible in these financially challenging times.

Concerns expressed by Councillors regarding Highway's system for prioritising road repairs. Some local minor roads such as Brickyard Lane and Cowford Bridge Road have been resurfaced recently to a good standard whilst the village centre roads are in poor repair and County advice is that they are "within tolerance levels" and are not scheduled for work this year. It was noted that County Councillors do not have an influence on this process and it was suggested that Parish make representations regarding this at the Uckfield T & E conference. The recent repairs to the A267 Bicycle Arms – Mark Cross have been done to a good standard.

ROTHERFIELD PARISH COUNCIL

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- **Cllr Padfield (WDC) reported the following:-**
 - Phase II of the WDC transformation project has been agreed by the Council's cabinet, this will achieve savings in anticipation of a 35% reduction of Government funding over the next 4 years. 43% of the Council's income comes from this central "formula" grant and further savings will be needed.
 - ESCC will deal with all unauthorised traveller encampments for a trial period of one year.
 - Leisure centre services contract is due for re-tendering, the current arrangements with Freedom Leisure ends in April 2012.
 - WDC is to set own housing targets for the next 15 years as part of the Regional Spatial Strategy.
 - A new small grant scheme is to be set up for businesses outside the main Wealden towns.
- **Meetings attended on behalf of the Parish Council.** Progress meeting for Pre School attended by Chairman and Clerk, see agenda item 5 b) for details. Meetings held 4 weekly, next is August 13th.
- **Clerk's report and issues.**
 - Has requested that we receive only one copy of each edition of the LCR magazine, effective from next financial year this should save £27 annually.
 - Public Rights of way survey. ESCC have provided a list of all Parish footpath assets detailing condition, copies available on request. It is hoped that a full footpath map will feature on the ESCC website by year end. CLERK to provide Footpath Warden with a copy.
 - Have spoken to Contractors who will cut the grass at end of Court Meadow when they do the Amenity Land at no extra cost. £30 monthly for cuts to area by Town Row Bridge; AGREED that grave levelling work at St Denys' can be deferred until the end of the cutting season in September, CLERK to advise them.
 - Have spoken with resident who wishes to fund bench by new memorial wall and she has a supplier in mind, has also suggested a couple of plants suitable for planting alongside wall, this added to agenda of September R&B meeting for discussion. CLERK to ask Tony Moaby to quote for planting at rear of new wall bordering the lane so this can also be considered on this agenda together with report regarding bringing lower field of Cemetery into use and review of burial fees. Have asked Trevor Gilbert to proceed with painting of Cemetery gate in accordance with previously accepted quote now that catch is fixed.
 - Column 9 by Florists still performing intermittently, ESCC lighting are keeping the pressure on EDF as it is considered that problems with light are a mains supply issue requiring testing.
 - Highways have taken action regarding hedge overgrowing in Yew Tree Lane, owners will cut back when honeysuckle has finished flowering.

8. FINANCE

- Bank Reconciliation to year-end June 2010. The RFO presented the figures, which were agreed and signed by the Chairman.
- Review of Expenditure against Budget at year-end June 2010. The RFO provided the summary figures to Councillors and relevant detailed figures to the Committee Chairmen.
- Clerk has estimated that £10K requires to be transferred from deposit account to main account to cover August and September spending prior to receiving second tranche of precept at end of September.
- Approval of Payments. After explanation it was agreed that the following payments be made:-

CHEQUE NO	CHEQUE PAYABLE	DETAILS	AMOUNT
801137	Trevor Thorpe	Clerk's salary for July	£831.03
801138	HMRC	Tax and N.I. for July	£204.69
801139	Trevor Thorpe	Clerk's expenses for July	£103.95
801140	Teambase	Stationery	£65.68
801141	Rotherfield St Martin's Project	Grant toward set up of Mark Cross activities S137 LGA 1972	£100.00
801142	Trevor Gilbert	Painting of playground equipment and village signs at Rotherfield and Mark X	£580.00

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Page 4 of 6

Parish Council Meeting Minutes 22nd July 2010 DRAFT.doc

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801143	Trevor Gilbert	Refurbishment of seats, bus shelters and noticeboard	£1,010.00
801144	A C Moaby	Remembrance Wall in Cemetery and installing warning sign in lane	£5,027.67
801145	Wealden District Council	Emptying dog bins in Millennium Green & Mark X	£203.92
801146	Rotherfield Sports Club	July grass cutting - recreation ground	£300.00
801147	CPRE	Annual Subscription	£29.00
801148	Jim Gander	July street sweeping and bin emptying	£105.00
801149	Tollwood Garden Services	Grass cutting for July	£1,244.32
Total			£9,805.26

**PAYMENT FROM
ESCC**

Rotherfield Horticultural and Allotment Assoc.
Paul Bysouth Funeral Services
Paul Bysouth Funeral Services
Paul Bysouth Funeral Services
Alliance and Leicester

CREDITS

DETAILS

Reimbursement of legal fees for Pre school new building

Annual rent
Interment fee
Tablet fee
Memorial fee
Interest on 4711394

AMOUNT

£2,972.70
£500.00
£121.00
£73.00
£145.00
£6.61

Total

£3,818.31

9. CORRESPONDENCE RECEIVED FOR INFORMATION

- WDC - Report regarding Environmental Partnering (electronic copy already circulated)
- WDC – Information regarding changes to waste collecting days.
- WDC – Energy efficiency update.
- ESCC – Information regarding changes to bus services, routes in the Parish not affected but will be reviewed later for new contracts to take effect in July 2011.
- WDC – Parish Bulleting Issue 2

MAGAZINES AND CIRCULARS

- **Health Overview and Scrutiny Committee** – Newsletter 29.
- **Steps to Action** – School travel plan newsletter 17
- **Community Safety News** – Summer 2010 newsletter.
- **Saint-Chéron en Bref** – No 264 and 265.
- **ESCC** – Your County Summer 2010.
- **The Clerk** – July 2010.
- **Clerks and Council Direct** – Issue 70.

10. INSPECTION BOOK & REPORTS

These were presented to the Chairman for signature.

11. DATES FOR FORTHCOMING MEETINGS.

- Planning and Building Committee Tuesday August 20th in the Village Hall.
- Parish Council meeting Thursday August 26th in Mark Cross Village Hall.

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12. URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.

- Sports Club and a member of the public have reported broken glass and other debris on the path to the play area, now cleared. Store by clubhouse broken into, CLERK to liaise with PCSO regarding this and drinking activities in Rec.
- A vehicle parked near Town Row triangle is restricting access for school bus and 226 service buses. Damage to verge and posts has resulted due to this. CLERK to discuss with PCSO.
- CLERK to deal with following highways issues raised:-
 - Report that bollards at Mayfield Road/High Cross junction have been knocked over.
 - Report that telecom covers in Station Road near Chant Lane required setting in as they are beginning to sink.
 - Chase replacement of Mark Cross bus stop post and also straightening of the one at Town Row.

The Chairman declared the meeting closed at 21:15.

13. PUBLIC FORUM. None.

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