

# 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 RECREATION AND BURIAL GROUNDS COMMITTEE HELD ON 4<sup>TH</sup> MAY 2010 AT 19:30 IN ROTHERFIELD VILLAGE HALL

<b>PRESENT</b>	Cllr. C. Prince (Chairman)	Cllr. Mrs. P. Halse-Adamson
	Cllr. J. Bowerman	Cllr. R. Harris
	Cllr. D. Clark	Cllr. N. Wickenden

No members of the public attended.

1. **APOLOGIES FOR ABSENCE (LGA 1972 s 85).** Apologies were tendered and accepted on behalf of Cllr. L. Pike and Cllr. D. Harman.
2. **DECLARATIONS OF INTEREST.** Cllr. C. Prince declared a personal interest in the items relating to weed killing of paths in the burial grounds as he is employed by the company who provided the quotes.
3. **TO APPROVE MINUTES OF MEETING HELD ON 9<sup>th</sup> FEBRUARY 2010 AS A TRUE RECORD.** It was AGREED that these be adopted.
4. **MATTERS ARISING FROM THESE MINUTES.**  
There were no matters arising from these minutes.
5. **ITEMS FOR CONSIDERATION**
  - Recreation ground.**
  - i. **Consider any issues and action required identified by risk assessments.**  
No matters had been identified. It was considered that the mole catching exercise had been a success.
  - ii. **Consider request from Sports Club for additional “no dogs” signs.**  
The Club have noticed a small increase in use of rec by dog owners, although as yet no deposits have been left. Request a further sign to be placed by gate to lower pitch and one by gate onto the upper ground adjacent to the rear portion of the car park. Signs supplied in October 2008 cost £28.50 each plus £15 carriage. It was AGREED to obtain an additional sign for installation by the gate to the rear of the car park. CLERK to enquire of May Gurney of the cost of them providing the sign and write to Sports Club to request that they draw the attention of users of the recreation ground of the “no dogs” rule.
  - iii. **Receive information and consider further action regarding Pre School new build.**  
Clerk spoke to solicitors today. They have not heard further from ESCC and will contact them for an update at the end of the week.
  - iv. **Receive information regarding forthcoming Fete and consider further action.**  
Pre School have been advised that they may hold this, further information awaited regarding area for designating for animals. It was suggested that animal activity should take place on the rear car park. An application may be submitted for assistance with funding advertising posters and other publicity.
  - v. **Receive information regarding School “camp out” weekend and consider any action required.**  
This was covered on the agenda of the recent Parish Council meeting.

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk)  
Email: [rotherfieldpc@yahoo.co.uk](mailto:rotherfieldpc@yahoo.co.uk)

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

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## St Denys' Burial Ground

- i. **Consider any issues and action required identified by risk assessments.**  
Clerk has some marker flags kindly provided by Cllr. Wickenden and will place these on the graves requiring filling and then request quotes for the work.
- ii. **Review cut list for burial ground.**  
CLERK is to request details of items that have increased in price and reissue contract for the cutting to the contractors, also remind them that they have not yet provided their insurance details.
- iii. **Consider further tree and shrub clearance work.**  
CLERK to check whether further quote has been provided for clearance work.
- iv. **Consider quote for weed killing paths and hedge lines.**  
Coppards have provided quote of £225 to treat the paths. This was AGREED under Section 3(iv) of the Council's Financial Regulations and will be reported to the next Full Council meeting. CLERK to ask them to proceed with the work.
- v. **Consider Clerk's request to purchase the Cemetery Management and Administration Clerk's Guide from SLCC.** This is available in CD format at a cost of £27. It was AGREED to purchase this, CLERK to arrange.

## Hornshurst Cemetery

- i. **Consider any issues and action required identified by risk assessments.**  
No issues identified as requiring action.
- ii. **Receive information on procedure for extending the burial ground and consider further action.**  
Clerk reported the following:-
  - Consider that we have space for one further row in the existing section – new row to be “P” consistent with there being no row “I”
  - Have made enquiries regarding need for an Environmental Survey. Preliminary (free) desktop survey by CDS suggests no particular problems, full survey would cost in order of £1800-£2200. Another survey company is of opinion that no survey would be required if planning permission is already held for the extension area.
  - Copies of planning papers from 1951 have been obtained by Clerk, would seem to indicate that permission was granted for whole site.
  - Only the existing area appears to have been consecrated, cost would be in region of £150-£200 to consecrate extension.
  - Costs involved with extension would include upgrade of fencing and extend centre path.CLERK to compile report for Council regarding actions required for bringing into use the extension area, this with a view to the costs being identified for a future precept.  
Parish solicitors are investigating situation regarding a water pipe under this section, owner of property served by pipe needs to undertake repairs. Information so far suggests that the pipe is a private one not owned by a water company. Route will need to be identified so it may be safeguarded when area is used for burials. It was noted that a recent grave had been excavated on the “wet” side of the Cemetery and that there had been no water problems.
- iii. **Consider further improvement and maintenance works and replacement for shed.**  
Quotes received for new structure, the one from A C Moaby for £4977 was ACCEPTED, CLERK to advise him and also write to Parishioner who has offered financial support for the new structure. Clerk has enquired of Uckfield and Crowborough Councils re: ashes interments. They both offer 12” square plots for ashes, turfed and with tablets thereon. Crowborough also offer the option of half plots for ashes interments. Gate is to be repaired before painting takes place, CLERK to advise Trevor Gilbert.

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**iv. Consider removal of debris in lower field.**

Stone and other debris from grave excavations is building up; Cllr. Wickenden is to approach Tony Moaby to see if he could move it on to the track to improve the surface.

**v. Consider quote for weed killing paths and hedge lines.**

Coppards have provided quote of £225 to treat the paths. This was AGREED under Section 3(iv) of the Council's Financial Regulations and will be reported to the next Full Council meeting. CLERK to ask them to proceed with the work.

**6. CORRESPONDENCE.**

- Confirmation that, due to changes announced in the Budget, 100% Small Business Rate relief will apply to the Burial Grounds from 1<sup>st</sup> October to 30<sup>th</sup> September next year.
- Sports Club advise that they are returning signed contract re: grass cutting but have amended it to take into account the contractual liability status of the Club.

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

- Sherriff's Lane – drain still needs clearing under the old railway bridge, CLERK to chase.
- Fly tipping noted at entrance to bridleway BW29 on the Five Ashes Road, CLERK to advise WDC.
- Fingerpost at Castle Hill has received damage to one of the fingers, CLERK to arrange quote for repairs.
- Power cables and water pipes are exposed in and near stream by Town Row bridge, CLERK to report to EDF and Water Company.
- Replacement oak tree at corner of Hornshurst Road has died, CLERK to advise ESCC.
- Clerk has obtained information of cost of mailing newsletter and has requested two further quotes for the work.
- Problems with identifying sites for posters for Parish Meeting. Clerk has not been able to speak with the owners of either of the sites identified and suggest a review of potential sites for next year.
- Grave in Parish Cemetery has been noted with wood style kerbing and chippings. It is believed that this has been in place for some time but had become more visible as the grave had been tidied.

**8. DATE OF FORTHCOMING MEETING**

Next Recreation and Burial meeting is 7<sup>th</sup> September in the Village Hall.

The Chairman declared the meeting closed at.20:30

**9. PUBLIC FORUM.** None.

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

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