

# 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 9<sup>TH</sup> FEBRUARY 2010 AT 19:30 IN ROTHERFIELD VILLAGE HALL

<b>PRESENT</b>	Cllr. C. Prince (Chairman)	Cllr. R. Harris
	Cllr. J. Bowerman	Cllr. L. Pike
	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 from Cllr. Mrs. P. Halse-Adamson and Cllr. D. Harman.

2. **DECLARATIONS OF INTEREST.** None.

3. **TO APPROVE MINUTES OF MEETING HELD ON 3<sup>RD</sup> NOVEMBER 2009 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.**

Moles are very active again in the playground. CLERK to obtain quotes for dealing with them, Councillors to pass on contact details of a suitable local contractor for this work. Roundabout bearing still causing a problem and will require dismantling to deal with fully. Cllr. Prince is to attend to greasing the swing bearings.

ii. **Consider repainting of playground equipment.**

CLERK is to obtain a quote for repainting the play equipment with the exception of the slide.

iii. **Receive information regarding annual licence fees for organisations using the Recreation Ground.**

The organisations using the recreation ground have it as a condition of their licence that they pay a £1 licence fee annually on January 1st. Solicitors have confirmed that, whilst the sum involved is trivial, it is important in establishing the contractual relationship thus protecting the rights of the Council and the licensee. Clerk had contacted the groups who have not paid in the past, they have both sent £10 and it was AGREED that this be used for this year's fee and the following 9 years. CLERK to acknowledge receipt of these payments and annotate records accordingly to record payment.

iv. **Review cut list for recreation ground and arrangement with Sports' Club to cut playing surfaces.**

It was reported that the outstanding hedge cutting has now been completed and the invoice will be with us shortly. The contractors attention has been drawn to the fact that only one side of the path was edged and they are to deal with this.

v. **Consider canopy raising on low level trees in recreation ground.**

Cllr. Prince is to identify trees requiring attention and liaise with Tony Moaby for a quote.

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 is to arrange a visit with Chairman and photograph graves requiring filling to make level, quotes then to be obtained for this work. Recent snow has pulled apart many of the yew trees, CLERK to contact Tony Moaby for a quote for this additional tree work which would need to be undertaken after the nesting season.
- ii. **Review cut list for burial ground.**  
Hedges have now been cut and invoice is awaited. Weed killing treatment of neglected grave spaces may be removed from the cut list for the forthcoming financial year. CLERK is to contact contractors requesting that they deal with the weed killing treatment of the paths.

## Hornshurst Cemetery

- i. **Consider any issues and action required identified by risk assessments.**  
No issues noted. Cllr. Prince is to take over the monthly inspection and CLERK to let him have a supply of checklists. CLERK is to accept May Gurney quote of £40 plus Vat for warning sign and fixing clips for Eridge Road approach, sign to be installed by Council. Scale drawing of Cemetery indicates that distance from proposed site for the sign to the parking area is 60yds. CLERK to contact contractors to request they deal with the weed killing treatment of the paths.
- ii. **Consider further improvement and maintenance works, replacement for shed and offer of contribution toward boundary hedge between parking area and Cemetery.**  
Chairman has produced a sketch for proposed replacement of derelict shed, CLERK to add this to the agenda of February Council meeting for consideration. CLERK to add repainting of Cemetery gates to "odd job" list for the spring. Offer received from a parishioner to make anonymous contribution toward planting of a hedge alongside Cemetery/parking area border, Cllr. Prince is to investigate costs of suitable plants and small trees, contractors to be asked to deal with the planting and also suitable "rabbit proofing". CLERK to write letter thanking parishioners for their generosity.
- iii. **Consider policy on use of mini excavators for grave digging.**  
These are being used by gravediggers occasionally and can cause damage to the grass particularly if care is not taken when "tracking round". CLERK to write to local undertakers asking them to advise their gravediggers to exercise care when digging graves using these machines and to inform them that they may be required to reinstate damaged surfaces.
- iv. **Review cut list for burial ground.**  
Hedge on road has now been cut and invoice is awaited. CLERK to request contractors to weed kill perimeter of burial ground. This is to negate the need to strim this area which in the past has resulted in damage to the rabbit netting.

6. CORRESPONDENCE. None.

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

- CLERK to investigate costs involved in fitting street lights with time switches and add to agenda of next Council meeting.
- E-mail from resident of Church Road read to meeting expressing concerns at speeding motorists and seeking information regarding abortive relief road proposal. Clerk has provided information to him regarding this latter item.
- Review of Parish Plan and action points is to be added to agenda of next Council meeting.
- Clerk advised that low branches on the trees in "The Square" are a potential hazard at eye level, it is understood that ESCC are responsible, CLERK to request that trees be pollarded.

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- Nursery at Eridge village hall advises that the issue of their “A” frame advertising board appears to have been resolved. Location used is no longer owned by County and new owners are amenable to board being placed on their land.
- Gary Saunders of ESCC has investigated issue of overgrown twitten by Eridge village hall. Land apparently not owned by County therefore not their responsibility to cut. CLERK is to investigate ownership at Land Registry and seek quote from contractors to cut this back.
- Clerk advised that Councillors training event at Mayfield primary school has been rearranged for Monday 15<sup>th</sup> February at 19:30.
- Clerk reminded Councillors that pre-school are holding Community Art event at Institute on Tuesday 23<sup>rd</sup>.
- WDC have been advised of the resignation of Cllr.White. Review of Co-option process is to be added to agenda of next Council meeting.
- During recent tree works in St Denys’ old burial ground a resident had requested that a holly tree adjacent to her boundary be cut back as it is unsightly and choked with ivy. Contractor quoted £100 to deal with this in conjunction with other tree works and CLERK has agreed this under his £150 discretionary limit as per Standing Orders.
- Chairman advised that two of the trees in St Denys’ old burial ground have not been cut back as severely as planned, this to preserve their shape.
- Various pot hole issues reported, CLERK to advise these to ESCC Highways.

## 8. DATE OF FORTHCOMING MEETING.

- Planning and Building Committee. Tuesday February 23<sup>rd</sup>.
- Parish Council Meeting Thursday 25<sup>th</sup> February.
- Both in Rotherfield Village hall starting at 19:30.

## 9. PUBLIC FORUM. None.

The Chairman declared the meeting closed at 20:35.

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

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