

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, INCLUDING PLANNING AND BUILDING MATTERS HELD ON THURSDAY 20TH DECEMBER 2012 AT 19:30 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL

COUNCILLORS PRESENT

Cllr. L. Pike (Chairman)	Cllr. M. Hall	Cllr. A. Sharpe
Cllr. N. Bolton (Vice Chairman)	Cllr. R. Harris	Cllr. D. Thomas
Cllr. Mrs P. Halse Adamson	Cllr. R. Jaques	Cllr. A. Watson
	Cllr. J. Kitchenham	Cllr. N. Wickenden

ALSO PRESENT.

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

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

Cllr. H. Merriman (WDC), Cllr. W. Rutherford (WDC), Cllr. C. Clibbens, Cllr. C. Prince and Pcco Matt Boyle.

2. TO RECEIVE DECLARATIONS OF INTEREST.

The Chairman declared a personal interest in item 6 d) as he is a member of the Institute Committee. Cllr. Halse Adamson declared a personal interest in item 6 b) as she is a member of the Hall Committee.

The Chairman reminded Councillors that, if at any point in the meeting they became aware that they had an interest in an item under discussion, they should declare it.

3. TO RECEIVE DISTRICT AND COUNTY COUNCILLORS REPORTS.

Cllr. Tidy reported the following:-

- Comments are invited in response to the ESCC consultation regarding their budgets.
- Catt's Hill. He is aware that residents are petitioning for an extension of the existing 40mph speed limit for the full length of Catts Hill and advised that the next meeting for presentation of a petition is on February 12th.
- Work is starting on the Bexhill – Hastings link road and “on the ground” opposition has been experienced.

Cllr. Whetstone reported the following:-

- Funding settlement from Central Government provided less than had been hoped; due to savings made previously by ESCC it is hoped that the impact of these will not be as severe as they could have been.

4. TO RECEIVE POLICE COMMUNITY SUPPORT OFFICERS REPORT

Clerk delivered the following report provided by Pcco.

- 16/12 - Hairdressers on High Street broken into, tools and equipment stolen.
- 17/12 - Car stolen from farm shop in Eridge, keys were taken to gain access to vehicle.
- 18/12 - Car parked at Mark Cross had window smashed.
- 18/12 - Tools stolen from shed, strimmers, saws and hedge cutters were stolen.

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Clerk has requested information from Pcs0 regarding recent RTC in Sham Farm Road, believed caused by icy conditions.

5. TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29TH NOVEMBER 2012 AND MATTERS ARISING.

Cllr. Tidy noted that, although he and Cllr. Merriman had submitted apologies for absence for the November meeting they were both recorded as being present. Manuscript amendment made accordingly. It was RESOLVED that there were no other matters arising and that the minutes be approved. The Chairman signed the minutes.

6. TO CONSIDER THE FOLLOWING ITEMS AND PLANNING MATTERS

a. Passing of a resolution to grant all Councillors serving on Rotherfield Parish Council a dispensation to both speak and vote on the Council's budget and setting of the precept for the remaining term of the Council.

Clerk explained that the 2007 Code of Conduct provided dispensation for Councillors to discuss and set budgets and precepts. The 2011 Code makes no such provision and hence it is necessary for Councils to pass a resolution confirming dispensation regarding Councillor's interest in these matters. RESOLVED that Council will grant to all Members a dispensation to speak and vote at any relevant meeting on the approval of the budget, and the making of the precept, for the duration of the Council.

b. Information and options regarding the future of Mark Cross Village Hall.

Clerk advised that the route to proving title to the land had been researched via WDC and Council's Solicitors and was as follows:-

- Land Registry search be obtained by the Hall Committee as a first step.
- Solicitor's advice is to budget in the region of £1K for work involved toward obtaining Possessory Title; this assumes that the Committee does much of the "groundwork" such as obtaining declarations from long-standing village residents regarding the status of the site. Need to establish information to support use of Hall, receipts for insurance would be a good source.
- After ten years have elapsed, the Possessory Title may then become an absolute title.

Standing Orders were suspended to allow a Mark Cross resident involved with the management of the Hall to summarise the present situation.

- Despite several appeals to the villagers of Mark Cross, no one had come forward to help with the management of the Hall.
- There are a handful of bookings barely providing sufficient income to cover the running costs or provide for future maintenance.
- The largest expense is the annual insurance premium due in June, is likely that the Hall will close and be made secure then to avoid this expense.
- It is the intention that the memorial plaque and roll of honour in the Hall will be placed in Mark Cross Church; discussions have already taken place regarding this.
- Records held that should provide supporting evidence regarding the governance of the Hall to assist with establishing title.

RESOLVED CLERK to take steps to assist Hall management in securing evidence to enable the title of the land to be registered in the long term so that it may be of future benefit to the Village.

c. Information regarding WDC Core Strategy and mitigation measures relating to the Ashdown Forest 7km zone.

Cllr. Merriman has submitted a report and summary on this matter, which has been circulated to the Councillors. The first update regarding solutions and mitigation plans is due on 28th January. In response to a query raised by a Councillor, Cllr. Whetstone is to research and provide information regarding the level of EU funding provided to support the Ashdown Forest.

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d. Request for Grant Support for Rotherfield Friendship Club and Rotherfield Memorial Institute.

RESOLVED to grant £100 to support the running costs of the Friendship Club.

RESOLVED to support a grant to the Institute to fund the replacement of the life expired porch, estimated cost is £3K. Grant sum will be determined once 2013/14 budget and precept finalised with a view to paying the grant at the start of the new financial year. CLERK to deal with both requests and contact organisations, will recommend to institute that they consult with WDC Conservation Officer in view of location in Conservation Area.

e. Information regarding arrangements for agreement of 2013/14 Precept.

Information still waited from Central Government via WDC before this can be finalised, January meeting has been brought forward by a week to the 24th so that the WDC absolute deadline of February 1st can be met for this. DCLG advise that the Town and Parish precepts will not face the prospect of a capping or local referendum in 2013/14.

f. Decision regarding a detailed a snow and ice clearance plan for the Parish.

CLERK has produced a draft version of this for discussion. Cllr. Wickenden that he will distribute the rock salt purchased by the Council should it be needed. CLERK to refine plan and investigate source and cost of BES compliant "hi vis" vests and add agenda item for next Highways meeting.

g. Request from Clerk to attend Cemetery Management Course and SLCC South East Conference.

Clerk requested to attend the following events:-

- Cemetery Legal Compliance course April 23rd East Grinstead £125.
- SLCC South East regional conference Brighton Feb 6th £69.

RESOLVED agreed that Council will fund attendance at these events, CLERK to make arrangements.

h. Representation to WDC regarding a proposal to divert Public Footpath Rotherfield 24a Peeps Lane.

Papers from WDC circulated in connection with this. Standing Orders were suspended to allow the local secretary for the Ramblers Association to address the meeting and the following points were raised:-

- This diversion was proposed in 2004 and went to an inquiry at public expense; this failed as the case had not been adequately researched and it was established that the applicant did not own the land on the route of the path.
- Although the applicant now has ownership of the land, the reasons for objecting to the diversion remain unchanged.

RESOLVED CLERK to register objection to ESCC regarding proposal and to liaise with local Ramblers Secretary on this matter. Cllrs. Wickenden and Thomas are to visit path to provide photographs in support of objections.

i. Response to ESCC Budget Consultation.

RESOLVED that Council respond supporting the four key objectives of the Consultation and express view that it is hoped that Central Government will recognise the benefit of releasing additional funds to Local Authorities.

j. Report from Internal Auditor in respect of 2012/13 interim audit.

Key recommendation that fees are reviewed and minuted annually, even if there is no change proposed.

k. WD/2012/2318/LB Jameah School, Mark Cross, Crowborough TN6 3NJ

To install secondary glazing to lower sections of the main hall windows.

The Council RESOLVED to recommend that this application be APPROVED subject to consultation with the Conservation Officer.

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- l. WD/2012/2425/F** Pinehurst, Sham Farm Road, Eridge Green, TN3 9JD
Replacement of existing disused stables with a new oak framed domestic storage building
The Council RESOLVED to recommend that this application be APPROVED.
- m. WD/2012/2404/F** Rumsden Farm, Steep Road, Crowborough, TN6 3RX
Relocation of agricultural building and new access track.
The Council RESOLVED to recommend that this application be APPROVED.
- n. Application decision notices received from WDC and any enforcement issues.**
 - **WD/2012/2103/F** The Vineyard, Town Row Green, Rotherfield, TN6 3QS
Form rooms in roof, porch extension, demolition of conservatory and sun room extension, demolition and erection of new bay window and internal alterations.
 - **WD/2012/1979/F** The Old Nursery, Yew Tree Lane, Rotherfield, TN6 3QP
Replace existing shed/store with new steel framed construction and new base replacing existing foundation for the purpose of general garden storage and machinery.
WD/2012/2012/F Cruickshanks, Boar's Head, Crowborough.
Replace first floor rear windows.
 - **WD/2012/2107/F** Mark House Barn, Catt's Hill, Mark Cross, TN6 3NH
Two storey and single storey rear extensions and a single storey garage.
 - **WD/201/2309/F** Old Court House, Mark Cross, TN6 3NP
First floor extension to provide master bedroom suite.

All of these applications had previously been recommended for approval by the Parish Council.

- o. Information regarding Town Row development and naming.**
The WDC NPLG team confirm that they propose that the "main" route into the development will be named "Padfield Close", and the driveway to the three separate properties named Ellis Gardens. CLERK to respond thanking them for reaching a suitable compromise with this case. Cllr. Merriman has been involved in the resolution of an issue arising regarding the screening of adjoining properties from the development and a summary of the issues concerned have been circulated to the Councillors.

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

- 13th November and 4th December - Planning and Building Committee
- 20th November - Highway Lighting and Transport Committee
- 27th November - Recreation and Burial Committee.
- 11th December - Finance and General Purpose Committee.
- It was RESOLVED that these minutes be adopted.

8. TO RECEIVE REPORTS

- **Other committees and sub-committees.**
 - Cllr. Kitchenham has attended a meeting regarding changes to processes and administration of Speedwatch, and a new on line system for administering.
 - He has also attended a meeting of the Village Hall Committee. CLERK to investigate and report regarding Hall Committee's assertion that in future he will only be able to attend these meetings if he is appointed a Trustee.
- **Meetings attended on behalf of the Parish Council.**
Clerk and Chairman attended a "farewell" event today at Rotherfield St Martin for the retiring street cleaner.
- **Clerk's report and issues.**
 - Will be on holiday 27, 28 and 31 December.
 - Drop in sessions booked for 12th January and February 9th 10:30 – 11:30 in the Institute, Cllr. Harris will host the first date and Cllrs. Bolton and Watson the second. Clerk is endeavouring

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to contact St Mark's Church to arrange use of the reading room for the March session. CLERK to arrange publicity for these sessions. Chairman advise that Institute have provided a key for Parish Council use.

- "Councillor Briefing and Update" session will be held at Crowborough town hall on 11th February 2013 at 6.30pm., cost £30. Councillors to advise CLERK by 11th January if interested.
- It is anticipated that there may not be any business for the scheduled 8th January Planning Committee meeting, Clerk will advise if this is cancelled.

9. TO RECEIVE FINANCE INFORMATION

- Bank Reconciliation at end of November 2012. The RFO presented the figures, which were agreed and signed by the Chairman. Bank statement information was provided to enable agreement of the October 2012 Reconciliation.
- Review of Expenditure against Budget to end of November 2012.
- Approval of Payments. It was RESOLVED that the following payments be made:-

CHEQUE NO	PAYEE	DETAILS	AMOUNT
801510	Trevor Thorpe	Clerk's salary for December	£1,473.79
801511	H.M.R.C.	Tax and N.I. for December	£553.04
801512	Trevor Thorpe	Clerk's expenses for December	£56.69
801513	Rotherfield Village Hall	Hall hire fees for November	£40.00
801514	Jim Gander	Street sweeping for December	£81.39
801515	Rotherfield Memorial Institute	Hall hire for joint RSM event	£4.25
801516	Barcombe Landscapes	Grass and hedge cutting	£2,505.60
801517	SLCC	Subscription for 2013	£162.00
801518	Rotherfield Millennium Green Trust	Grant toward fence and gate work	£500.00
801519	Citizens Advice Bureau	Grant	£350.00
801520	Konica Minolta	September - November copying charge	£29.77
801521	A. C. Moaby	Fence repair in Rec. and reinstallation of Cemetery nameboard	£280.00
801522	David Peacock	Clean and repaint cemetery nameboard	£48.00
Total			£6,084.53

CREDITS

ORIGINATOR	DETAILS	AMOUNT
Santander	Bank interest - November	£59.12
Dignity	Grant of Right of Burial and interment fee	£235.00
Tester and Jones	Interment fee	£100.00
Total		£394.12

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10. TO RECEIVE DETAILS OF INCOMING GENERAL CORRESPONDENCE

Magazines and Circulars

- Sussex Area Ramblers – December 2012 “Now Open”
- CPRE – December 2012 “Fieldwork” magazine.
- SALC – Winter 2012 newsletter.

OTHER CORRESPONDENCE

- E-mail from Rotherfield resident raising concerns at proposed yellow lines outside Church, CLERK will circulate to Councillors.
- ESCC Flood Management Consultation.

11. TO RECEIVE INSPECTION BOOK & REPORTS

These were signed by the Chairman.

12. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

- 8th January - Planning and Building Committee
- 15th January - Highways Lighting and Transport Committee.
- 23rd January - SLR with ESCC Highways - 13:30
- 24th January - Monthly Council Meeting.
- 29th January - Planning and Building Committee, Rotherfield Memorial Institute.

Unless otherwise noted all meetings are in the Parish Council Room, Rotherfield Village Hall, and start at 19:30.

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

- Tree fallen in Chant Lane reported around six weeks ago is still there – Cllr. Harris has offered to remove it.
- RTC at Mark Cross on Tuesday, CLERK to obtain further information.
- Cllr. Sharpe has received a complaint regarding noise from a village pub, CLERK recommends that such incidents are reported at the time of occurrence to the WDC Environmental “on call” number. Clerk to circulate details.
- Clerk is chasing ESCC regarding various drainage matters in Catt’s Hill and any information regarding outcomes from the CCTV survey undertaken in February.
- Progress regarding “George” sign is to be added to the 8th February Planning meeting agenda.
- CLERK to add agenda item for January for consideration of purchasing land for possible future use such as allotments.
- The Chairman thanked the Councillors and Clerk for their support during the year and declared the formal business of the meeting closed at 21:30.

14. PUBLIC FORUM.

None.

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

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